4Way Midi

Instruction for Use

IMM1007_IFU_GB · Version 4 · 2013

Illustrations

Illustration 1

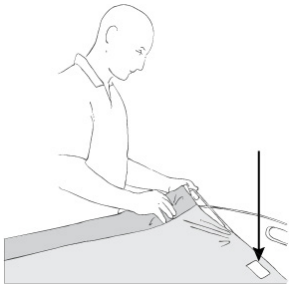


Illustration 2

Illustration 3

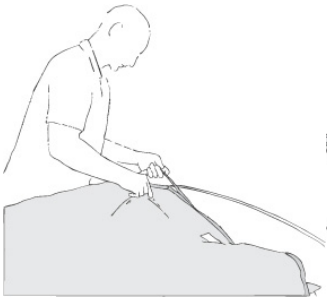


Illustration 4

Illustration 5

Illustration 6

Illustration 7

Illustration 8

Illustration 9

Illustration 10

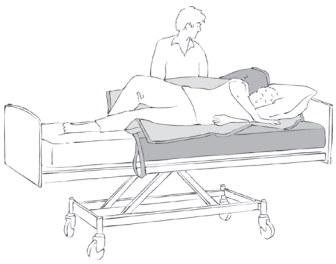


Illustration 11

Illustration 12

Illustration 13

Illustration 14

Illustration 15

Contents

Heading .....Page

General/Symbols/Intended use/Intended enviroment 4

Practical handling.....5

Notice/Materials/Cleaning 6

Articles/Combinations.....7

Service Information.....8

General

Thank you for choosing an Etac product.

To avoid accidents and injury when moving and handling the products, read the manual carefully.

The person described as "the user" in this user manual is the person who is lying or sitting on the product. The assistant or assistants are the people who manoeuvre the product.

This symbol appears alongside the text in the manual. It draws the reader's attention to points at which there may be a risk to the health and safety of the user or assistant.

The products comply with the standards applicable for Class 1 products in the European Council Directive MDD 93/42/EEC on medical devices.

Lot no/Batch no:

x	x	x	x	x	x	x	x	x	x
Production year		Running number							

At Etac we strive to improve our products all the time and therefore we reserve the right to make changes to products without prior warning. All measurements given on illustrations and similar material are for guidance only and Etac cannot be held liable for errors and defects.

The information given in this manual, including recommendations, combinations and sizing, does not apply to special orders and modifications. If the customer makes adjustments, repairs or combinations not predetermined by Etac, the Etac CE certification and Etac warranty will be voided. If in doubt, please contact Etac.

Warranty: Two-year warranty on material and manufacturing defects, provided that the product is used correctly.

For further information on the Etac transfer range, see www.etac.com.

The product can be scrapped in accordance with national regulations.

Symbols

Washing

Handwash

Wipe off

Tumbledry

Keep out of the sun

Iron

Do not dryclean

Do not bleach

Risk of sliding down

Never leave on the floor

Warning

Read the User Manual

Batch no./Lot no.

User mass limit = maximum rated load

The product can be scrapped in accordance with national regulations

Manufacturer

Class 1 - European Council Directive MDD 93/42/EEC on medical devices

Intended use

The 4Way Midi is a 2-part turning sheet which makes it easy for assistants to move and position a user on a bed, where the user is partly self-supporting.

Intended enviroment

Acute care, Long-term care, Home care

Practical handling

Positioning

Position the 4Way sheet on the bed.
The "this side up" label should be at the head end (Illustration 1).
Fit the 4Way sheet. You can fit the corner straps around the mattress at the foot end.
The "this side up" label should be at the head end (Illustrations 2 and 3).

Position the user in the bed so that the hips are within the green tape marking on the mattress.

Use

To unlock the glide system: One assistant on each side grasps the functional handles attached to the glide mattress hanging at the foot end and pulls them slowly upwards towards the head end.
(Illustration 4).
When the assistants feel resistance, they must stop pulling. Then one assistant grasps the functional handles on the opposite side of the glide mattress, while the other assistant helps pull the locking system up past the hip area (Illustration 5). The assistants then do the same on the opposite side.
If possible, bend the users legs (Illustration 6).
The glide system is now unlocked and the user can be moved in all directions by pulling on the functional handles at the shoulders and hips (Illustration 6).
When the assistants have finished turning the user, the glide system must be relocked (Illustration 8).
The assistants can then move the user into the side position using weight transference (Illustration 9).

Alternative turning method
If the user is very self-supporting, just one assistant can turn the user (Illustration 10).

Positioning
If the user is to remain in the side position after bath/care, the users back can be supported using a positioning wedge or pillow. (Illustration 11).

Sliding down
Unlock the glide mattress (Illustrations 4 and 5). Then two assistants grasp the straps under the user at the shoulders (and hips, if necessary) and slowly pull the user upwards using weight transference (Illustration 12).

Raising the bedhead
Lock the glide mattress. Remember to "lock" the glide system, pulling the functional handles towards the foot end. This can be done by two assistants at one time (Illustration 8). The bedhead can now be raised without the user sliding down. If reduced freedom of movement in the upper body is required in the seated position, you can lock the glide system at both sides at the shoulders by fitting corner straps around the mattress.

The "5 smiles" technique
To ensure the most comfortable position (seated or lying), it is imperative that the assistants remove any tension on the skin occurring when the users head or feet are raised.
Loosen the shoulder blades (Illustration 14).
Loosen the legs (Illustration 15). Finally, the assistants must make sure that the users pillow is correctly placed under users head and neck – first remove the pillow, shake/plump and replace.

Seated position
Once the assistant has ensured that any tension on the skin is released, the assistant can support the user in the seated position with positioning wedges and pillows (Illustration 15).

Notice

Special features

Always check the product before use and after washing.

Never use a defective product. If the product shows signs of wear-and-tear, it must be scrapped.

Read these instructions carefully.

It is important that assistants receive instruction in manual handling. Etac offers advice and training for assistants. For further information, contact Etac.

Always use the correct manual handling techniques

Encourage the client to assist where possible.

To ensure that the client feels safe and that every manual handling is smooth, always plan the manual handling in advance.

There is a risk that the user may slide off. Never leave the user alone on the edge of the bed.

Never leave the product on the floor.

Always make a risk assessment, and secure that the assistive product can be used at the individual user and in combination with other devices that it is safe for the user and caregivers.

It is recommended that the guard rail is in place when the user is left on the glide system, unless a risk assessment has found that the user can be safely left on the glide system without the need of guard rails.

Always lock the glide system when you have completed the transfer.

Do not use the product as a sling.

To reduce sliding to the side if the head end is elevated fit the corner straps around the bed mattress.

If in any doubt - please contact Etac.

Materials

Glide mattress:
Top side: 65% polyester and 35% cotton.
Fill: 100% polyester fibre.
Backside: 100% nylon.
Handles: polyester.

Cleaning

The product should be checked regularly, preferably each time it is used, and especially after wash.

Check that there is no damage to seams or fabric.

Never try to repair a product yourself.
Never use a defective product.

Washing instructions:
Can be wiped off with disinfectant
(polyurethane surface)
Do not use fabric softener.

Articles

Article no.	Description	Size (mm)
IM140/150	Glide mattress with non-slip locking system, green	W1400 x L1500
IM140/150NS	Nylon sheet with non-slip along the side	B1400 x L1500
IM4313	4Way Glide Set (IM140/150 + IM140/150NS)	

Combinations

Article no.	Description	Size (mm)
IM53NS	Positioning wedge with non-slip cover	W300 x H200 x L530
IM53/80NS	Positioning wedge with non-slip cover	W300 x H200 x L800

Service Information

Thank you for choosing an Etac product. If the customer makes adjustments, repairs or combinations not predetermined by Etac, the Etac CE certification and Etac warranty will be voided.

Warranty: Two-year warranty on material and manufacturing defects, provided that the product is used correctly. Before taking a product in service always make a risk assesment according to national and/or local legislation.

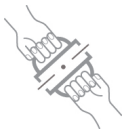
First inspection:
- Is the packaging intact?
- Read the label on the packaging and check the article no. and product description
- Check that Short Instruction is enclosed – updated User Manual/Instruction for use can be downloaded from www.etac.com or contact your Etac Customer Service or the local distributor.
- Check the label on the product - does it include article no., product description, lot/batch no., cleaning instructions and supplier name?

Periodic Inspection:
- Make sure that your Manual transfer system always is in a perfect condition.
- After wash – always check materials, stitching, handles, buckles.
- If the product shows signs of wear and tear, it must be removed from service immediately.
- Lot no/Batch no:

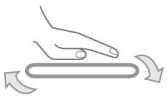
x	x	x	x	x	x	x	x	x	x
Production year		Running number							

Visual inspection/Check the product:
Ensure that the materials, seams, stitching, handles, buckles are intact/faultless.

Stability test:
Try to bend the product verify that it feels firm, stable and solid.



Mechanical load or stress/Test handles:
Draw hard in the handles in opposite directions and control the material, seams and stitching.
Test buckles:
Lock the buckle and draw in opposite directions, control the buckle and the stitching.



Test low/high friction:
Place the product on a firm surface or a bed, place your hands on the material and test the friction by pushing your hands down into the product.
Low friction – slides effortlessly
High friction – no sliding/moving

Check always:

Manual transfer aids with handles, straps and buckles:

Manual transfer aids for sitting and lying transfer:

Manual transfer aids with high or low friction:

The product can be scrapped in accordance with national regulations

Read the User Manual

If in doubt, please contact Etac Customer Service or local distributor for more information and guidance.
For more information about training and the use of these products, contact the Etac transfer experts – www.etac.com.

CE Class 1 - European Council Directive MDD 93/42/EEC on medical devices

Manufacture:
Etac Immedia A/S
Egeskovvej 12
DK-8700 Horsens
etac.immedia@etac.com
www.etac.com

Export:
Etac Immedia A/S
Egeskovvej 12
DK-8700 Horsens
etac.immedia@etac.com
www.etac.com/exp

Etac Sverige AB
Box 203, 334 24 Anderstorp, Sweden
Tel +46 371-58 73 00
Fax +46 371-58 73 90
info@etac.se www.etac.se

Etac AS
Pb 249, 1501 Moss, Norway
Tel +47 815 69 469
Fax +47 69 27 09 11
hovedkontor@etac.no www.etac.no

Etac A/S
Egeskovvej 12, 8700 Horsens, Denmark
Tel +45 79 68 58 33
Fax +45 75 68 58 40
info@etac.dk www.etac.dk

Etac GMBH
Bahnhofstraße 131, 45770 Marl, Germany
Tel +49 236 598 710
Fax +49 236 598 6115
info@etac.de www.etac.de

Etac Holland BV
Fluorietweg 16a, 1812RR Alkmaar, The Netherlands
Tel +31 72 547 04 39
Fax +31 72 547 13 05
info.holland@etac.com www.etac.com

etac®
Creating Possibilities